

## Statement of Deficiencies

### 5305-H: Children's Daily Attendance

Not Met

#### Findings/Corrections

**Daily Attendance Completed by Staff** 5305.H. Center staff completed the children's daily attendance record and the record did not include [ Full name of the person a child is released to. Example: a child in a class room was signed out to a Ms. Johnson. The full name of Ms. Johnson should be written. ADDITIONALLY the staff is to sign his/her own name to verify who filled this information on the log. ]. The daily attendance record for children shall include the time of arrival and departure of each child and the name of the person to whom the child was released . This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out.

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### 5311-A: Personnel Records

Not Met

#### Findings/Corrections

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for [3] staff. Documentation of submission **[WAS ]** available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

### 5319-D: Posted Menu

Not Met

#### Findings/Corrections

5319.D. The posted current weekly menu failed to list the specific food item served for a snack listed this week. The menu list juice but does not state what type of juice is served.

### 5321-A: Medication Training

Not Met

#### Findings/Corrections

5321.A. The staff person who administers medication did not have documentation of training in medication administration.

### 5325-B: Posted Emergency Plan

Not Met

#### Findings/Corrections

5325.B. The Provider has multiple buildings without telephones and there is not a written plan **posted** in each building for securing emergency help for children housed in these buildings.